

Lister Avenue Brownfields Demonstration Area
Minutes of Meeting
(Conference Call)

June 6, 2005

Attendees
(Call-Ins)

Cary Began.....	Tierra Solutions
Joel Freiser.....	Newark Urban Enterprise Zone
Amelia Rideau.....	Newark Urban Enterprise Zone
Sally Jones.....	Weston (for Sherwin Williams)
Glen Schultz.....	Waste Management/SC Holdings
Gordon Kuntz.....	Sherwin Williams
Elizabeth Butler.....	US EPA Remedial Project Manager

1. Basic Evaluation of All Proposals. All of the proposals lacked significant information. They either did not address the specific deliverables requested in the RFP, they downplayed the environmental conditions of all the properties, and/or they were missing the budgetary breakdown requested in the RFP.
 - a. We need to get more information from each of the firms before a decision can be made; Options:
 - i. Communicate with those who submitted proposals for more specific deliverables - clarification
 - ii. Offer a second opportunity to re-submit
 - iii. Issue a second RFP
 - b. Decided to request the submission of a bid sheet
 - i. This should be drafted from the RFP
 - ii. Should be sent out to each bidder
 - iii. Firms will have a three week deadline to re-submit
2. Budget Concerns. We began initial discussions on how the consultant, once decided upon, will be paid for.
 - a. How costs will be absorbed – by the property owners
 - b. Primary Responsibility will belong to:
 - i. Sherwin Williams
 - ii. Tierra Solutions
 - iii. Waste Management/SC Holdings – hard to commit to dollar amount because they will also need to pay for a technical consultant, and do not know what those costs will be as of yet
 - iv. City of Newark

3. Schedule of Next Meeting. The next meeting will be held Wednesday, July 6, 2005 at 1:00pm in the Newark office of the Urban Enterprise Zone.
4. Additional Concerns.
 - a. We need to get the technical work done before we can do the land use work because we need to keep the cost allocations separate
 - b. We need to work on having Hydrogeologists assigned to LABDA ASAP!
 - c. We will organize a second conference call before the July 6th meeting to determine a short list of consultants by the meeting.